

Iowa Department of Transportation
Fiscal Year 2012
Report of Savings by Using Video Conferencing
Through Iowa Communications Network
to the Iowa General Assembly

Pursuant to Chapter 1184
Acts and Joint Resolutions
Enacted at the
1994 Regular Session
of the 75th General Assembly
of the State of Iowa

Iowa Code §8D.10
Report of Savings by State Agencies

August 2012

Introduction and summary

Iowa Code section 8D.10 requires certain state agencies prepare an annual report to the General Assembly certifying the identified savings associated with that state agency's use of the Iowa Communications Network (ICN).

This report covers estimated cost savings related to video conferencing via ICN for the Iowa Department of Transportation (DOT).

In fiscal year (FY) 2012, the Iowa DOT conducted one session utilizing ICN's video conferencing system that resulted in \$1,266 in estimated savings to the Iowa DOT.

Iowa DOT video conferences

The Iowa DOT has seven small video conference sites located at five of the six Iowa DOT district offices, the administration building in Ames, and its Motor Vehicle Division building in Ankeny. Each year the Iowa DOT staff utilizes the ICN's classroom video sites or network for video conferences requiring more space or for conferences at locations where the Iowa DOT does not have video facilities.

In FY 2012, the Iowa DOT established one video conference session with ICN. The estimated cost savings from using the ICN resulted from applying estimates to savings in staff time and travel expense (mileage). Other benefits of video conferencing not included in the cost estimates are:

- Broader participation by more people allowing for enhanced input and discussion;
- Timely information-sharing.
- Productive participation through visual sharing not offered by telephone conferences.
- More productive relationships between central office and geographically dispersed customers.
- The ability to videotape meetings to share with others or keep as historical record.

Video conferencing costs

The Iowa DOT reimburses ICN for a video conference session when the Iowa DOT is the scheduling agency or if there are special requirements, such as the use of an ICN classroom. The Iowa DOT is not billed for ICN video conference sessions if the session was scheduled by another agency.

Iowa DOT cost savings in FY 2012

The following chart details the cost savings estimated for the Iowa DOT's use of ICN video conferencing in FY 2012. Note: The savings shown below are rounded to the nearest dollar.

Number of video conferences held	1	
Number of non-Iowa DOT participants	2	
Number of Iowa DOT participants	9	(conducted one session via ICN to one location)
Travel miles avoided	348	(round trip)
Vehicle cost savings	\$ 153	
Travel time savings	<u>\$ 1,313</u>	
Total estimated savings	\$ 1,466	
Less direct cost of using ICN	<u>\$ 200</u>	
Net savings for FY 2012	\$ 1,266	

This savings applies only to the Iowa DOT staff who participated in the session. The conference included non-Iowa DOT staff. Cost savings accrued to non-Iowa DOT staff are not included in these estimates.

Assumptions used for cost savings computation

Estimated amounts are based on the following assumptions.

- Meetings would have been held at the Iowa DOT host site, or in the case of training sessions, the Iowa DOT trainer would have traveled to multiple sites to provide the training.
- At least one participant from each site would have traveled to the meeting site.
- The Iowa DOT's mileage cost savings are based on the use of one passenger van, travel miles avoided, multiplied by the state reimbursement rate of 44 cents per mile.
- Distances between cities are calculated using the data shown on the Iowa Transportation Map.
- Productivity gains are calculated using travel time avoided (miles driven divided by 70 mph) multiplied by an hourly rate, excluding fringe benefit cost. The productivity gains are determined by using the most prevalent job classification of the attendees for each session. For the July session an hourly rate of \$37.74 was used, the average hourly rate for a transportation engineer.

ICN Savings July 1, 2011 to June 30, 2012

Date	Hours	Reservation #	Title of Workshop	Sites	Participants	Travel	Distance	Productivity	Lodging	Meals	Travel-IN	Other	Room Charge	ICN Cost	Savings	YTD Savings
7/19/2011	4.0	552946	DOT Field Plan Review	Ames - DOT	7	N	174	\$ 1,313.35	0	0	\$ 153.12	0	\$0.00	\$100.44	\$ 1,366.03	\$ 1,366.03
7/19/2011	4.0	552946	DOT Field Plan Review	Davenport - North - HS	4	N	0	\$ -	0	0	\$ -	0	\$0.00	\$100.44	\$ (100.44)	\$ 1,265.59